

Wait till hit COMPASS
hit COMPASS on
12/14/2013

REQUEST FOR ADVANCE OR REIMBURSEMENT

(See instructions on back)

OMB APPROVAL NO.

0348-0004

PAGE

OF

PAGES

1. TYPE OF
PAYMENT
REQUESTED

2. "X" one or both boxes

☐ ADVANCE

☒ REIMBURSE-
MENT

3. "X" the applicable box

☐ FINAL

☒ PARTIAL

2. BASIS OF REQUEST

☒ CASH

☐ ACCRUAL

3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO
WHICH THIS REPORT IS SUBMITTED

US EPA Region I

4. FEDERAL GRANT OR OTHER
IDENTIFYING NUMBER ASSIGNED
BY FEDERAL AGENCY

1-99177001

5. PARTIAL PAYMENT REQUEST
NUMBER FOR THIS REQUEST

11

6. EMPLOYER IDENTIFICATION
NUMBER

04-3262020

7. RECIPIENT'S ACCOUNT NUMBER
OR IDENTIFYING NUMBER

(b) (6)

8. PERIOD COVERED BY THIS REQUEST

FROM (month, day, year)

March 1, 2012

TO (month, day, year)

October 1, 2013

9. RECIPIENT ORGANIZATION

Name: Housatonic River Initiative

Number
and Street: (b) (6)

City, State
and ZIP Code

Name: SAME

Number
and Street:

City, State
and ZIP Code:

OK to pay
\$10,590.31

Robert D. Seward
12/19/2013

11. COMPUTATION OF AMOUNT OF REIMBURSEMENTS/ADVANCES REQUESTED

PROGRAMS/FUNCTIONS/ACTIVITIES	(a) Prior reimbursement	(b) Current Federal	(c)	TOTAL
a. Total program outlays to date (As of date)	\$ 213,940.85	\$ 10,815.12	\$	\$ 224,755.97 224,531.16
b. Less: Cumulative program income				0.00
c. Net program outlays (Line a minus line b)	213,940.85	10,815.12	0.00	224,755.97 224,531.16
d. Estimated net cash outlays for advance period				0.00
e. Total (Sum of lines c & d)	213,940.85	10,815.12	0.00	224,755.97 224,531.16
f. Non-Federal share of amount on line e	47,848.75			47,848.75
g. Federal share of amount on line e	166,092.10	10,815.12		176,907.22 176,682.41
h. Federal payments previously requested	166,092.10	10,590.31		166,092.10
i. Federal share now requested (Line g minus line h)	0.00	10,815.12	0.00	10,815.12 10,590.31
j. Advances required by month, when requested by Federal grantor agency for use in making prescheduled advances				
1st month				0.00
2nd month				0.00
3rd month				0.00

12. ALTERNATE COMPUTATION FOR ADVANCES ONLY

a. Estimated Federal cash outlays that will be made during period covered by the advance	\$
b. Less: Estimated balance of Federal cash on hand as of beginning of advance period	
c. Amount requested (Line a minus line b)	\$ 0.00

AUTHORIZED FOR LOCAL REPRODUCTION

(Continued on Reverse)

STANDARD FORM 270 (Rev. 7-97)

Prescribed by OMB Circulars A-102 and A-110



SEMS DocID

621160

CERTIFICATION

I certify that to the best of my knowledge and belief the data on the reverse are correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

SIGNATURE OR AUTHORIZED CERTIFYING OFFICIAL

TYPED OR PRINTED NAME AND TITLE

Timothy Gray, Executive Director of HRI

DATE REQUEST
SUBMITTED

December 17, 2013

TELEPHONE (AREA
CODE, NUMBER,
EXTENSION)

(b) (6)

This space for agency use

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0004), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

INSTRUCTIONS

Please type or print legibly. Items 1, 3, 5, 9, 10, 11e, 11f, 11g, 11i, 12 and 13 are self-explanatory; specific instructions for other items are as follows:

- | Item | Entry |
|---|--|
| 2 | Indicate whether request is prepared on cash or accrued expenditure basis. All requests for advances shall be prepared on a cash basis. |
| 4 | Enter the Federal grant number, or other identifying number assigned by the Federal sponsoring agency. If the advance or reimbursement is for more than one grant or other agreement, insert N/A; then, show the aggregate amounts. On a separate sheet, list each grant or agreement number and the Federal share of outlays made against the grant or agreement. |
| 6 | Enter the employer identification number assigned by the U.S. Internal Revenue Service, or the FICE (institution) code if requested by the Federal agency. |
| 7 | This space is reserved for an account number or other identifying number that may be assigned by the recipient. |
| 8 | Enter the month, day, and year for the beginning and ending of the period covered in this request. If the request is for an advance or for both an advance and reimbursement, show the period that the advance will cover. If the request is for reimbursement, show the period for which the reimbursement is requested. |
| Note: The Federal sponsoring agencies have the option of requiring recipients to complete items 11 or 12, but not both. Item 12 should be used when only a minimum amount of information is needed to make an advance and outlay information contained in item 11 can be obtained in a timely manner from other reports. | |
| 11 | The purpose of the vertical columns (a), (b), and (c) is to provide space for separate cost breakdowns when a project has been planned and budgeted by program, function, or |

- | Item | Entry |
|------|---|
| | activity. If additional columns are needed, use as many additional forms as needed and indicate page number in space provided in upper right; however, the summary totals of all programs, functions, or activities should be shown in the "total" column on the first page. |
| 11a | Enter in "as of date," the month, day, and year of the ending of the accounting period to which this amount applies. Enter program outlays to date (net of refunds, rebates, and discounts), in the appropriate columns. For requests prepared on a cash basis, outlays are the sum of actual cash disbursements for goods and services, the amount of indirect expenses charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to subcontractors and subrecipients. For requests prepared on an accrued expenditure basis, outlays are the sum of the actual cash disbursements, the amount of indirect expenses incurred, and the net increase (or decrease) in the amounts owed by the recipient for goods and other property received and for services performed by employees, contracts, subgrantees and other payees. |
| 11b | Enter the cumulative cash income received to date, if requests are prepared on a cash basis. For requests prepared on an accrued expenditure basis, enter the cumulative income earned to date. Under either basis, enter only the amount applicable to program income that was required to be used for the project or program by the terms of the grant or other agreement. |
| 11d | Only when making requests for advance payments, enter the total estimated amount of cash outlays that will be made during the period covered by the advance. |
| 13 | Complete the certification before submitting this request. |

Shewack, Robert

From: Tim Gray (b) (6)
Sent: Wednesday, December 18, 2013 11:34 AM
To: Shewack, Robert
Subject: Re: Needed signature and one questioned cost
Attachments: scan0001.pdf

Will check with Peter on costs.

TG

On Tue, Dec 17, 2013 at 12:58 PM, Shewack, Robert <Shewack.Robert@epa.gov> wrote:

Tim-

I hope everything is going well! The request for reimbursement #11 (\$10,815.12) is still undergoing review. In the meantime, I was wondering if you could sign the attached SF-270 form in block #13, scan it and email it back to me at your earliest convenience.

Also, our grants office had some issues with the \$104.81 meal expense submitted by Peter DeFur. They mentioned two specific issues with the receipt:

- a.) The \$8.00 expense for alcohol cannot be reimbursed with a Federal grant.
- b.) The detailed expenses for the meal show that the meal was not for just Peter DeFur. They requested that he itemize which of the items he would like reimbursement for under the TAG (the grant can only reimburse for his meals.)

The invoices, etc. are still undergoing review here but I wanted to pass along these couple items as they were brought to my attention.

Thanks again-

Robert Shewack

EPA New England, Region I

5 Post Office Square, Suite 100

Mail Code: OSRR01-5

Boston, MA 02109-3912

(tel) 617-918-1428

(fax) 617-918-0428

--

Tim Gray
Housatonic Riverkeeper
Executive Director - Housatonic River Initiative
P.O. Box 321
Lenoxdale, Massachusetts 01242

(b) (6)

Shewack, Robert

From: Tagliaferro, Dean
Sent: Tuesday, December 17, 2013 3:59 PM
To: Shewack, Robert
Cc: Leshen, Margaret; Conway, Timothy; Buonopane, Joan; Kilborn, John
Subject: RE: Latest invoices from Tim Gray for independent technical assistance

Bob,

Not sure how much Tim is requesting payment for.

I come up with the following

For ECS (Peter De Fer):

Invoice 30	\$3,870.84
Invoice 31	\$599.65
Invoice 32	\$529.00
Invoice 33	\$780.70
Invoice 34	\$3,809.58
Total ECS	\$9,589.77

Berkshire Eagle	- \$730
Housatonic Publications	- \$106.56
Lakeville Journal	- \$97.44
Berkshire Record	- \$91.35
Total, ads	\$1,025.35

ECS	\$9,589.77
Ads	\$1,025.35
Grand total	\$10,615.08

Is \$10,615.08 the amount of HRI's invoice?

Also, can you confirm that HRI is not billing for HRI members time to attend meetings or administer the grant?

Thanks, Dean

-----Original Message-----

From: Shewack, Robert
Sent: Tuesday, December 17, 2013 12:28 PM
To: Tagliaferro, Dean
Cc: Leshen, Margaret; Conway, Timothy; Buonopane, Joan; Kilborn, John
Subject: RE: Latest invoices from Tim Gray for independent technical assistance

Dean-

I spoke with Tim Gray earlier this week and he was wondering if at all possible that the expenses could be paid by Christmas. We could always pay for only those expenditures that are definitely allowable and hold off on those where questions may arise (partially pay the reimbursement request.) Would it work if we got at least some of the costs approved by Monday (December 23rd)?

Robert Shewack
EPA New England, Region I
5 Post Office Square, Suite 100
Mail Code: OSRR01-5
Boston, MA 02109-3912
(tel) 617-918-1428
(fax) 617-918-0428

-----Original Message-----

From: Tagliaferro, Dean
Sent: Tuesday, December 17, 2013 12:13 PM
To: Shewack, Robert
Cc: Leshen, Margaret; Conway, Timothy; Buonopane, Joan; Kilborn, John
Subject: RE: Latest invoices from Tim Gray for independent technical assistance

Bob, can you give us a week or two to review? There are implications for cost recovery.

-----Original Message-----

From: Shewack, Robert
Sent: Tuesday, December 17, 2013 10:56 AM
To: Tagliaferro, Dean
Cc: Leshen, Margaret
Subject: Latest invoices from Tim Gray for independent technical assistance

Dean-

I hope everything is going well! I just received the attached invoices from Tim Gray for Peter DeFur's time providing independent technical assistance to HRI. Can you please review at your earliest convenience and let me know if you have any concerns with the expenses being billed (most importantly if the expenses do not seem allocable to the grant - i.e., not CERCLA-specific).

Also, Tim Gray sent along newspaper ad fees for the following. Please let me know if you have any concerns with reimbursing for these expenditures as well:

- 1.) Berkshire Eagle - \$730 for advertisement of the PCB Ecorisk forum (April 2012)
- 2.) Housatonic Publications - \$106.56 for advertisement of CT PCB Forum (May - June 2012)
- 3.) Lakeville Journal - \$97.44 for advertisement of CT PCB Forum (June 2012)
- 4.) Berkshire Record - \$91.35 for advertisement of PCB Community Meeting (November 2013)

Thanks again for your help on these invoices- Robert Shewack EPA New England, Region I
5 Post Office Square, Suite 100
Mail Code: OSRR01-5
Boston, MA 02109-3912
(tel) 617-918-1428
(fax) 617-918-0428

-----Original Message-----

From: Shewack, Robert [<mailto:Shewack.Robert@epa.gov>]
Sent: Tuesday, December 17, 2013 10:42 AM
To: Shewack, Robert
Subject:

Please open the attached document. This document was digitally sent to you using an HP Digital Sending device.

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	NEWSPAPER REFERENCE	DESCRIPTION-OTHER COMMENTS/CHARGES	SAU SIZE BILLED UNITS	TIMES RUN RATE	AMOUNT
04/05	101567493-04052012	Balance Forward			292.00
		Entertainment- Housatonic River Init	2.00 x 4.0000	3	438.00
		Website BE, Berkshire Eagle dail	24.00	18.2500	
			Amount to Pay:		\$730.00

STATEMENT OF ACCOUNT AGING OF PAST DUE AMOUNTS

CURRENT NET AMOUNT DUE	30 DAYS	60 DAYS	OVER 90 DAYS	* UNAPPLIED AMOUNT	TOTAL AMOUNT DUE
\$438.00	\$292.00	\$0.00	\$0.00	\$0.00	\$730.00

The Berkshire Eagle

S&I™

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

ADVERTISER INFORMATION				
INVOICE #	BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER	ADVERTISER/CLIENT NAME
0000270468-05012012	04/01/2012 - 04/30/2012	111230	111230	GOLDEN HILL NURSERY

HOUSATONIC PUBLICATIONS
P.O. BOX 8715
NEW HAVEN, CT 06531-0715

Any discrepancy in advertising charges must be
communicated to the advertising department,
in writing, within 20 days of the statement date.

BILLING INQUIRIES

877-396-8937 MON-FRI 8:30 AM - 5PM

HTTP://WWW.JOURNALREGISTER.COM

*Unapplied amounts are included in the total amount due.

AGING OF ACCOUNTS

CURRENT	30 DAYS	60 DAYS	OVER 90 DAYS	UNAPPLIED AMT	TOTAL AMOUNT
0.00	106.58	0.00	0.00	0.00	106.58

Advertiser Information	BILLING PERIOD	BILLING NUMBER	ADVERTISING NUMBER	ADVERTISING ACCOUNT NAME
	05/28/12 - 06/24/12	021-5606318	5606318	HOUSATONIC ENVIRONMENTAL COUNCIL

ADVERTISING INVOICE and STATEMENT

DATE	NEWSPAPER REFERENCE / DESCRIPTION / OTHER COMMENTS / CHARGES	SAU SIZE BILLED UNITS	TIMES RUN RATE	GROSS AMOUNT	NET AMOUNT
06/24	BALANCE FORWARD FINANCE CHARGE #2				105.00 1.58
			<div> <div> Paid 106.58 HRE </div> <div> #(b)(6) </div> <div> 7-10-12 </div> </div>		

Past Due

THE LAKEVILLE JOURNAL CO. LLC JUNE 28, 2012
PO BOX 1688
LAKEVILLE, CT 06039
(860) 435-9873

PAGE 1 OF 1

INVOICE-STATEMENT

DUE UPON RECEIPT

Current .	\$1.44
30 Day .	\$96.00
60 Day .	\$0.00
90 Day .	\$0.00
120 Day .	\$0.00

TOTAL . . \$97.44

HEAL
JUDY HERKIMER
PO BOX 21
CORNWALL BRIDGE CT 06754

Account # (006536)

DATE	SIZE	DESCRIPTION	ZONES	AMOUNT	BALANCE
		PREVIOUS BALANCE			\$96.00
06/28		Service Charge	A	\$1.44	\$97.44
		Sales tax included above:	0		

3

Paid
WRT

(b) (6)
10.12

NEW BALANCE \$97.44

YOUR ACCOUNT IS PAST DUE. NO DISCOUNTS APPLY.

ZONES A=Lakeville Journal/B=Millerton News/C=Winsted Journal/D=Compass
INTEREST CHARGED @ 1.5% ON OUTSTANDING BALANCES.

QUESTIONS? Call Sandra Lang or e-mail to: accounting@lakevillejournal.com

****We accept Visa, Mastercard and American Express****

Account #006536

Please return this page with your payment.

Housatonic River Initiative
1991770-01-0

Reimbursement Request #11

#1-May 12,2012	HRI#(b) (6)	Berkshire Eagle -PCB ecorisk forum	730.00	✓	✓
#2-July 10,2012	HRI#(b) (6)	Housatonic Publications- Ct.PCB forum	106.56	✓	✓
#3-July 10,2012	HRI#(b) (6)	Lakeville Journal-Ct. PCB forum	97.44	✓	✓
#4/5-July 20,2012	HRI#(b) (6)	ESC May 2/May30 2012	4470.49	✓	✓
#6- Feb18,2013	HRI#(b) (6)	READWEBCO	200.00	✓	✓
#7- Feb18,2013	HRI#(b) (6)	ESC Jan.4,2013	529.00	✓	✓
#8- Nov2,2013	HRI#(b) (6)	ESC Sept.4,2013	780.70	✓	✓
#9- Nov2,2013	HRI#(b) (6)	Berkshire Record-PCB Community Meet Ad	91.35	✓	✓
#10- Still Pending.....		ESC October 24,2013	3809.58	✓	✓
TOTALS			10,815.12	✓	

0.00 C

0.00 C

0.00 C

730.00 +

106.56 +

97.44 +

4,470.49 +

200.00 +

529.00 +

780.70 +

91.35 +

3,809.58 +

10,815.12 *

0.00 *

0.00 C

730.00 ✓ +

106.56 ✓ +

97.44 ✓ +

4,470.49 ✓ +

200.00 ✓ +

529.00 ✓ +

780.70 ✓ +

91.35 ✓ +

3,809.58 ✓ +

10,815.12 *

Shewack, Robert

From: Tim Gray (b) (6)
Sent: Thursday, December 19, 2013 1:55 PM
To: Shewack, Robert
Subject: Re: Final review of request for reimbursement #11 (HRI TAG grant)

This works for HRI.

Thanks for all the help and have great holidays

TG

On Thu, Dec 19, 2013 at 11:46 AM, Shewack, Robert <Shewack.Robert@epa.gov> wrote:

Tim-

I just received the final reviews back re: the backup documentation submitted for your latest request for reimbursement and everything looked great with some very minor questioned costs:

- 1.) As we discussed yesterday, the \$104.81 meal charge from the Salmon Run Fish House on 4/4/2012 – we are not going to process at this time. There is an \$8.00 alcohol expense that the grant could not cover and we would need to have a note as to which of the items were specific to Peter DeFur. We could always process that revised receipt as soon as I receive it.
- 2.) There were some very minor charges associated with invoices submitted by Environmental Stewardship Concepts which our grants office believes would be unallowable for TAG grants. All of these expenses were deemed unallocable to the grant as they were research-related expenses to inform ESC staff on PCB work. When a TAG grantee solicits for and procures an independent technical advisor (i.e., ESC) – the procurement is based on the assumption that the contractor has the knowledge and skills in-hand to review and comment on Site-related documents. Training/ research expenses for the technical advisor/ staff are not allowable except for a one-time health and safety training.

a. The unallowable expenses are:

1. 3/29/2012 – PCB research - \$10.00
2. 3/30/2012 – PCB research - \$10.00
3. 3/30/2012 – Mink/ animal exposure research - \$20.00
4. 4/3/2012 – PCB research - \$35.00
5. 4/5/2012 – Literature search on aquatic insects and PCBs - \$45.00

6. TOTAL : \$120

3.) I can submit to HRI a payment this afternoon for \$10,590.31. Please let me know if this works for HRI. I am in the office all afternoon and all day tomorrow if you would like to discuss.

= Decreased reimbursement by \$224.81

\$120
+
\$104.81

Thanks again-

Robert Shewack

EPA New England, Region I

5 Post Office Square, Suite 100

Mail Code: OSRR01-5

Boston, MA 02109-3912

(tel) 617-918-1428

(fax) 617-918-0428=

--
Tim Gray
Housatonic Riverkeeper
Executive Director - Housatonic River Initiative
P.O. Box 321
Lenoxdale, Massachusetts 01242

(b) (6)

December 17th, 2013

WRWC -
DUNS#-141151790

Invoice from Tim Gray-

- ① Copies of the ads placed in the Berkshire Eagle ✓
- ② What about reimbursing for advertisements ~~\$100~~ for the CT PCB forum? ✓
- ③ Food expenses for the Salmon Run (4/19/2012) are too high for one person who else was in attendance? other employees of ESC. \$8.00 for alcohol is not allowable on a Federal grant. ✓
- ④ Maggie- any issues with the grant pay the \$200 for website? Much of the website is TAB-centric ✓



May 2, 2012

Tim Gray
Housatonic River Initiative
P.O. Box 321
Lenoxdale, MA 01242

#4 + #5

Invoice 30

Tim:

This invoice constitutes work throughout the month of April 2012 including preparation, travel, attendance, and expenses incurred for the Lenox Community Meeting on PCBs.

Personnel:

Peter deFur	17.00 hours at \$135/hr ✓	\$2,295.00
Environmental Scientist	11.50 hours at \$30/hr ✓	\$345.00
Office Manager	3.50 hours at \$20/hr ✓	\$70.00
Intern	15.50 hours at \$20/hr ✓	\$310.00

Direct expenses: \$ 850.84

TOTAL \$3,870.84

Please make check payable to Environmental Stewardship Concepts, LLC; Federal EIN 27-2575936.

I certify that the expenses and fees charged in this invoice were incurred in the course of work on the HRI cleanup project.

Yours truly,

Peter L. deFur

Peter L. deFur, Ph.D.
May 2, 2012

3870.84 - 30
599.65 - 31
4270.49

Paid
#1412
(b) (6)
7.10.2012

Memo

To: Tim Gray

From: Peter deFur, ESC, LLC

Re: April Work

Date: May 2, 2012

The majority of hours throughout the month of April were allocated towards the Lenox Community Forum on PCBs, which Peter attended on April 5th. Environmental Scientist, Laura Williams took the lead researching and collecting data to prepare the 46-slide PowerPoint presentation on PCBs in the Housatonic River, with supervision and revisions by Peter. Intern Jean Linnell reviewed the presentation to include notes for those who were unable to attend the meeting. Jean also continued ongoing research on PCBs in the Housatonic, saving publications and collecting data.

Administrative tasks included making travel arrangements, billing for reimbursable expenses, as well as gathering and preparing invoice materials.

Environmental Stewardship Concepts

1006 Pump Road
Suite 200
Henrico, VA 23238

Invoice

Date Issued	Invoice #
5/1/2012	30

Bill To
Tim Gray Housatonic River Initiative P.O. Box 321 Lenoxdale, MA 01242

Ship To

Serviced	Item Code	Description	Quantity	U/M	Price Each	Amount
3/27/2012	Report Writing	presentation	0.5	hr	30.00	15.00
3/28/2012	Meeting-Client	project planning	0.25	hr	30.00	7.50
3/28/2012	Report Writing	presentation	0.5	hr	30.00	15.00
3/29/2012	Meeting-Client	project planning	0.25	hr	30.00	7.50
3/29/2012	Report Writing	presentation	1	hr	30.00	30.00
3/29/2012	Research-Project	pcb research	0.5	hr	20.00	10.00
3/30/2012	Report Writing	presentation	2	hr	30.00	60.00
3/30/2012	Research-Project	pcb research	0.5	hr	20.00	10.00
3/30/2012	Report Writing	PCB bargraph	2	hr	20.00	40.00
3/30/2012	Research-Project	mink/ animal exposure research	1	hr	20.00	20.00
3/30/2012	Reports	power point for community meeting <input type="checkbox"/> <input type="checkbox"/>	2	hr	135.00	270.00
4/2/2012	Review-Project	review and edit power point and other information	1	hr	135.00	135.00
4/3/2012	Admin - Client	newsletter	0.25	hr	30.00	7.50
4/3/2012	Research-Project	pcb reserach	1.75	hr	20.00	35.00
4/3/2012	Report Writing	edit factsheet and send to client, powerpoint	0.5	hr	30.00	15.00
4/3/2012	Review-Project	review and edit power point and other information	0.5	hr	135.00	67.50
4/4/2012	Admin-Office	post powerpoint and send email alert	0.5	hr	30.00	15.00
4/4/2012	Travel-Project	prep, travel read vernal pools	6	hr	135.00	810.00
4/5/2012	Reports	HRI april community forum PPT text	0.5	hr	30.00	15.00
4/5/2012	Research	literature search on aquatic insects and PCBs	1.5	hr	30.00	45.00
4/5/2012	Admin - Client	posting Berkshire Eagle article on Housatonic on website and FB	0.75	hr	30.00	22.50
4/5/2012	Report Writing	new bedford harbour map for presentation	2	hr	20.00	40.00
4/5/2012	Report Writing	edit factsheet and send to client, powerpoint	3	hr	30.00	90.00
4/5/2012	Travel-Project	meet with Tim, go over presentation, meet 4 hr meeting, 1.5 hr tour; 2 hr prep	7.5	hr	135.00	1,012.50
4/10/2012	Admin-Office	collect, enter, travel expenses for invoice	1	hr	20.00	20.00
4/10/2012	Report Writing	HRI presentation - slide outlines	3	hr	20.00	60.00
4/11/2012	Report Writing	Review and adding notes for HRI presentation	3	hr	20.00	60.00
4/12/2012	Admin-Office	collect, enter, travel expenses for invoice	0.5	hr	20.00	10.00
4/13/2012	Report Writing	HRI presentation - slide outlines	1.75	hr	20.00	35.00
4/30/2012	Admin - Client	Preparing invoice materials	2	hr	20.00	40.00
4/4/2012	Reimb Group					
4/4/2012	Travel Expens...	HRI toll - cash			0.85	0.85
4/4/2012	Meals & Enter...	HRI food - Hartsfield Hospitality	1		9.09	9.09

Total

Environmental Stewardship Concepts

1006 Pump Road
Suite 200
Henrico, VA 23238

Invoice

Date Issued	Invoice #
5/1/2012	30

Bill To
Tim Gray Housatonic River Initiative P.O. Box 321 Lenoxdale, MA 01242

Ship To

Serviced	Item Code	Description	Quantity	U/M	Price Each	Amount
4/4/2012	Meals & Enter...	HRI food - Salmon Run			104.81	104.81
4/4/2012	Air & Train	HRI baggage fee			25.00	25.00
4/4/2012	Car Rental	HRI 1/2 rental car			122.79	122.79
4/5/2012	Meals & Enter...	HRI food - O'Connells - cash			3.54	3.54
4/5/2012	Meals & Enter...	HRI food - Salmon Run			34.42	34.42
4/6/2012	Lodging	HRI hotel - Chambery Inn			265.84	265.84
3/9/2012	Air & Train	HRI flight - 1/2 cost of flight split with other project			284.50	284.50
		Total Reimbursable Expenses				850.84

ISSUES

Total

\$3,870.84

HR1 Expenses 1/4

HR1/FRC

RECEIPT ✓

Rental Agreement Number: 282248540
Vehicle Number: 55445611

YOUR INFORMATION

DEFUR, PETER
WIZARD NUMBER: B6G42N
AVIS DISC: US AIRWA
PAYMENT METHOD: (b) (6)

YOUR RENTAL

Picked up: ALB
Date/Time: APR 04, 2012@05:59PM
Returned: PVC
Date/Time: APR 06, 2012@01:26PM
Veh Group: Compact
Veh Charged: Subcompact
Vehicle: FORD FOCUS 5DR
Odometer Out: 27466
Odometer In: 27685
Fuel Reading: Full

YOUR VEHICLE CHARGES

2 DY@ 100.99 201.98
YOUR TIME AND MILEAGE: 191.88

YOUR TAXABLE FEES

**11.11% FEE 21.54
FTP SR\$ 1.00DY 2.00

YOUR SUBTOTAL
TAXABLE SUBTOT 215.42
TAX 14.000% 30.16

YOUR NON TAXABLE ITEMS

TOTAL CHARGES 245.58
DISCOUNT 5.0 10.10
NET CHARGES 245.58
YOUR TOTAL DUE: 0.00

NEW YORK STATE
THRUWAY AUTHORITY

Lane 06X Coll 17392

04/04/12 6:52pm

Plaza B1X to Plaza B3X

Class 2L Toll \$0.85 ✓

Retain this Receipt to support
claim for exemption from New York
State Truck Mileage Tax

DELTA

PETER/DEFUR
NOT VALID FOR
TRANSPORTATION

PDX DLATL DLALB
PIECE 25.00
EEC 25.00

USD 25.00

USD25.00

PASSENGER RECEIPT
04APR12 0066
DL/KI PDX FTO

01
US

EXCESS BAGGAGE
TICKET

THIS IS YOUR RECEIPT

PSCR TICKET 0062197378545

COFE7B /DL

FOR CONDITIONS OF
CONTRACT - SEE
PASSENGER TICKET AND
BAGGAGE CHECK

NOT VALID FOR TRAVEL

1 006 8266707747 1

1 006 8266707747 1

HRI Expenses 2/4

Date: 4/5/2012 Time: 2:13:51 PM

Status: Approved

Card Type: Visa
 Card Number: (b) (6)
 Swipe/Manual: Swipe
 Server ID: 208
 Server Name: MARYANN
 Check Number: 282635
 Tab Number: 2
 Profit Center ID: 3
 Profit Center: Table Sales
 Number Of Covers: 2
 Persons: 1
 Card Owner: DEFUR/PETER L

AMOUNT 28.82

TIP

TOTAL

28.82

5.60

34.42

WELCOME TO
 O'CONNELL'S
 CONVENIENCE PLUS #5

MAIN ST
 413-243-2399
 LEE MOBIL

LEE MA
 DEALER: 9750928-VZ9

Descr.	qty	amount
B&W BTL DEPOSIT SING	1	0.05
FRITOS 10.5OZ REG	1	3.49

Subtotal 7.83
 Tax 0.00

TOTAL 7.83

CASH \$ 10.00
 Change \$ -2.17

THANK YOU

Time: 9:53:16 PM Date: 4/4/2012
 TABLE #: 11 CHECK #: 282619

Hartsfield Hospitality, LLC
 Terminal T
 Atlanta, GA 30066
 PHONE: 404-767-7112

04/04/12 2:29 PM
 Table
 Order 2728
 Server 19 Hiwot

1 SAND/WRAP W/ SIDE	8.49
Taxable:	8.49
Sub-total:	8.49
Taxes:	0.60

Total Due: 9.09

Cash: 9.09

GRATUITY NOT INCLUDED
 THANK YOU!

1	MUSHROOM CAPS	7.50
2	CUP CHOWDER	7.00
1	CUP BISQUE	3.95
1	SIDE HOUSE SALAD	3.25
1	BAKED STUFFED SOLE	14.95
1	SUP/MUG CHOWDER	8.95
1	LITTLE CHICKEN	4.50
2	FISH & CHIPS	23.90
1	BAKED HADDOCK	15.95
	Food Sub-Total:	89.95
2	BASS ALE	8.00

Beverage Sub-Total 8.00

SUB TOTAL 97.95
 Sales Tax 6.86

TOTAL 104.81

THANK YOU TO YOUR SERVER ***

THANK YOU
 KIM
 SALMON RUN FISH HOUSE

HRI Expenses 4/3/12

Chambery Inn

199 Main Street
Lee, MA 01238
413 243 2221/ 413 243 0039
chamberyinn@toole.tc

Page 1 of 1

Peter Defur
1006 Pump Rd.
Richmond/ Henrico, VA 23238
USA

Room	Folio	CheckIn	CheckOut	Balance
303	60077	04/04/2012	04/06/2012	0.00
Master Folio		Weekday: 119.00 Weekend: 189.00		

Date	Room	Description / Voucher	Charges	Credits	Balance
04/04/2012	303	Deposit Transfer - From Conf #: 11388	0.00	265.84	-265.84
04/04/2012	303	Room Taxable	119.00	0.00	-146.84
04/04/2012	303	Room Sales Tax - 5.000%	5.95	0.00	-140.89
04/04/2012	303	Room/Bed Tax - 6.700%	7.97	0.00	-132.92
04/05/2012	303	Room Taxable	119.00	0.00	-13.92
04/05/2012	303	Room Sales Tax - 5.000%	5.95	0.00	-7.97
04/05/2012	303	Room/Bed Tax - 6.700%	7.97	0.00	0.00
Summary and Taxes					
Balance Due					0.00
Taxable Sales					238.00
Room Sales Tax 5.00%					11.90
Room/Bed Tax 6.70%					15.94

CHAMBERY INN
199 MAIN ST
LEE, MA 01238
(413) 243-2221

DATE: 03/20/12 TIME: 16:27:36
MERCH: 000012366272 STOR: 9070 TERM: 0001
S-A-L-E-S D-R-A-F-T

REF: 0002
BATCH: 957
CD TYPE: VISA
TR TYPE: MP
INVOICE #: 11388

TOTAL: \$265.84

(b) (6)

EXP: **/**

REF: 510278 AVS: EXACT MATCH

DUST CD:

TAX: 27.84

CARDMEMBER ACKNOWLEDGES RECEIPT OF
GOODS AND/OR SERVICES IN THE AMOUNT OF
THE TOTAL SHOWN HEREIN AND AGREES TO
PERFORM THE OBLIGATIONS SET FORTH BY THE
CARDMEMBER'S AGREEMENT WITH THE ISSUER

THANK YOU
HAVE A NICE DAY!
THANK YOU FOR USING VISA

Dougherty

TOP COPY-MERCHANT BOTTOM COPY-CUSTOMER

TZ/1
04/05/2012 08:55 PM

4/4

LV 3:00pm	SALT LAKE CITY	AR	PORTLAND	DELTA 1194 ECONOMY (K) Confirmed Snack
Wed 04APR				
LV 6:20am	PORTLAND	AR	ATLANTA	DELTA 130 ECONOMY (T) Confirmed
LV 2:52pm	ATLANTA	AR	ALBANY	DELTA 2033 ECONOMY (T) Confirmed Snack

*Flight 3615 Operated by PINNACLE AIRLINES

Your Flight Details Manage Trip >**Passenger Details**
PETER L DEFUR
 SkyMiles (b) (6)
Flights

DELTA 3615

DELTA 1275

DELTA 1194

DELTA 130

DELTA 2033

Seats

***Visit delta.com or use the Fly Delta app to view, select or change your seat

Receipt Information**Billing Details**
Passenger:
PETER L DEFUR
Payment Method:

(b) (6)

Org FOP

(b) (6)

Ticket Number:**00621973785451-46**

FP

A/CUSD110.69/TL272.80

Org Tkt 00621966701392

FARE:**493.95 USD****Tax:****75.05****Total:****569.00 USD**



Environmental Stewardship Concepts, LLC

www.estewards.com

May 30, 2012

Tim Gray
Housatonic River Initiative
P.O. Box 321
Lenoxdale, MA 01242

45

Invoice 31

Tim:

This invoice constitutes unbilled work throughout the month of May 2012.

Personnel:

Peter deFur	3.75 hours at \$135/hr	\$506.25
Environmental Scientist	1.15 hours at \$36/hr	\$41.40
Research Assistant	0.40 hours at \$30/hr	\$12.00
Office Manager	2.00 hours at \$20/hr	\$40.00
Intern	0.00 hours at \$20/hr	\$00.00

Direct expenses \$ 0.00

TOTAL \$599.65

Please make check payable to Environmental Stewardship Concepts, LLC; Federal EIN 27-2575936.

I certify that the expenses and fees charged in this invoice were incurred in the course of work on the HRI cleanup project.

Yours truly,

Peter L. deFur, Ph.D.
May 30, 2012



Memo

To: Tim Gray

From: Peter deFur, ESC, LLC

Re: May Work

Date: May 30, 2012

During the month of May, Peter and the ESC team continued communication between HRI and HEAL regarding the EPA's cleanup actions at the site. To better understand these measures, Peter reviewed the EPA's initial report on the direction for cleaning the Housatonic and streamed the live video cast of the Connecticut Housatonic River update meeting on May 23rd. Throughout the month, the ESC team met to discuss HRI proceedings, going over current activities and upcoming work, and updating information on remedial technologies and PCB toxicology.

Environmental Stewardship Concepts

1006 Pump Road
Suite 200
Henrico, VA 23238

Invoice

Date Issued	Invoice #
5/29/2012	31

Bill To
Tim Gray Housatonic River Initiative P.O. Box 321 Lenoxdale, MA 01242

Ship To

Serviced	Item Code	Description	Quantity	U/M	Price Each	Amount
5/1/2012	Admin - Client	Finalizing/sening invoice materials	1	hr	20.00	20.00
5/2/2012	Review-Project	status and review restoration and PCB issues	0.25	hr	135.00	33.75
5/15/2012	Admin - Client	Post update on website	0.75	hr	36.00	27.00
5/16/2012	Research-Project	status and PCB data search	0.5	hr	135.00	67.50
5/17/2012	Meeting-Client	project planning	0.2	hr	30.00	6.00
5/18/2012	Review-Project	review and comment on the EPA cleanup paper	1.5	hr	135.00	202.50
5/21/2012	Meeting-Client	project planning	0.2	hr	36.00	7.20
5/23/2012	Meeting-Client	listen in on the CT Housatonic River status presentation	1.5	hr	135.00	202.50
5/24/2012	Meeting-Client	project planning	0.2	hr	30.00	6.00
5/25/2012	Meeting-Client	project planning	0.2	hr	36.00	7.20
5/28/2012	Admin - Client	Finalizing/sending invoice materials	1	hr	20.00	20.00
					Total	\$599.65



Invoice 32

January 4, 2013

Tim Gray
Housatonic River Initiative
P.O. Box 321
Lenoxdale, MA 01242

This invoice constitutes unbilled work July 26, 2012 through January 3, 2013 on various administrative tasks, finalizing NRRB work, and telephone calls with Tim and Judy regarding technical analysis.

Personnel:

Peter deFur	3.40 hours at \$135/hr	\$459.00
Environmental Scientist	0.00 hours at \$36/hr	\$0.00
Research Assistant	0.00 hours at \$30/hr	\$0.00
Office Manager	3.50 hours at \$20/hr	\$70.00
Intern	0.00 hours at \$20/hr	\$0.00

Direct expenses \$ 0.00

TOTAL: \$529.00

Please make check payable to Environmental Stewardship Concepts, LLC; Federal EIN 27-2575936.

I certify that the expenses and fees charged in this invoice were incurred in the course of work on the HRI cleanup project.

Respectfully,

Peter L. deFur, Ph.D.

Paid
w/ (b) (6)
2.18.13

January 4, 2013



Memo

To: Tim Gray

From: Peter deFur, ESC, LLC

Re: December Invoice 32

Date: January 3, 2013

This invoice includes unbilled work from July through December 2012 when ESC considered the June 2011 NRRB Rest of River document with HRI. ESC continued to review the status of the project as well as post information of the Housatonic CCC meeting in September. Throughout the year, Peter spoke with Tim and Judy for a technical analysis on key elements of the site which included discussion on fundamental measures to achieve high quality clean up as well as discussing the schedule of technical assistance on future clean up goals. ESC also monitored the site status and progress toward a decision on cleanup.

Environmental Stewardship Concepts

1006 Pump Road
Suite 200
Henrico, VA 23238

Invoice

Phone # (804) 741-2922 pdfur@estewards.com
Fax # (804) 741-2922 www.estewards.com

Date Issued	Invoice #
1/3/2013	32

Bill To

Tim Gray
Housatonic River Initiative
P.O. Box 321
Lenoxdale, MA 01242

Serviced	Item Code	Description	Quantity	Price Each	U/M	Amount
7/26/2012	Admin - Client	send balance reminder	0.5	20.00	hr	10.00
8/8/2012	Admin - Client	send files to Tim, preview files	0.5	135.00	hr	67.50
8/9/2012	Admin-Office	sending NRRB document	1	20.00	hr	20.00
8/9/2012	Review-Project	review NRRB materials posted on web	0.5	135.00	hr	67.50
8/10/2012	Review-Project	status and progress	0.15	135.00	hr	20.25
8/24/2012	Review-Project	review status	0.25	135.00	hr	33.75
9/12/2012	Admin - Client	renew contract, post 09/12 ccc meeting	1	20.00	hr	20.00
12/5/2012	Phone calls - CL...	Call with Tim and Judy to review the technical analysis	1.5	135.00	hr	202.50
12/6/2012	Phone calls - CL...	Call with Tim and Judy to review the technical analysis	0.5	135.00	hr	67.50
1/3/2013	Admin - Client	Prepare and send invoice materials	1	20.00	hr	20.00

Total	\$529.00	Payments/Credits	\$0.00	Invoice Balance Due	\$529.00
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Customer Total Balance Due **\$529.00**

Invoice 33

September 4, 2013

Tim Gray
Housatonic River Initiative
PO Box 321
Lenoxdale, MA 01242

HS

Dear Tim:

This invoice constitutes unbilled work for March 8th, 2013 through August 28th, 2013 focused on preparations for a trip in May (rescheduled) and an upcoming trip in September. We also researched alternative cleanup/ remediation technologies and analyzed data on the impacts on stable populations of contaminated fish and animals within an ecosystem. Associated administrative costs are also included.

Personnel	Hours	Rate	Total
Peter L. deFur Technical Advisor, Scientist	4.75	135.00	641.25
Laura Williams Senior Environmental Scientist	0.67	60.00	40.20
Leslie Schafer Research Assistant	2.00	34.00	68.00
Shana Moore Office Manager	1.25	25.00	31.25
Jeff Anderson Intern	0.00	18.00	0.00
			\$780.70
Direct Expenses:			\$0.00
TOTAL			\$780.70

Please make check payable to Environmental Stewardship Concepts, LLC, EIN 27-2575936

I certify that the expenses and fees charged in this invoice were incurred in the course of work on the HRI cleanup project.

Peter L. deFur

Peter L. deFur, Ph.D.

September 4, 2013

Paid 11/21/13
Nov 2, 2013

Memorandum

To: Tim Gray

From: Peter deFur, ESC, LLC

Re: August Invoice 33

Date: September 4, 2013

For the period of March 8th, 2013 through August 28th, 2013 ESC researched and prepared for two community focused trips. The May trip was rescheduled, allowing for a more targeted community workshop trip planned for September. Research and analysis included alternative cleanup/ remediation technologies and analysis of the impacts of stable populations of contaminated fish and animals within an ecosystem. Associated administrative tasks included project planning, travel planning, and invoice/ support materials.

Environmental Stewardship Concepts

Invoice

1006 Pump Road
Suite 200
Henrico, VA 23238

Phone # (804) 741-2922 pdefur@estewards.com
Fax # (804) 741-2922 www.estewards.com

Date Issued	Invoice #
8/28/2013	33

Bill To

Tim Gray
Housatonic River Initiative
P.O. Box 321
Lenoxdale, MA 01242

Serviced	Item Code	Description	Quantity	Price Each	U/M	Amount
1/3/2013	Report Writing	finalize report	0.25	135.00	hr	33.75
1/14/2013	Research-Project	compare Duwamish and Housatonic restoration efforts	2	34.00	hr	68.00
3/8/2013	Community Ou...	Read and edit Peter's river comparison	0.17	60.00	hr	10.20
5/6/2013	Admin - Client	plan trip to MA	0.5	135.00	hr	67.50
5/7/2013	Admin - Client	plan trip to MA	0.5	135.00	hr	67.50
5/10/2013	Research-Project	Biotech restoration presentation	0.33	60.00	hr	19.80
5/10/2013	Admin - Client	plan trip to MA	0.5	135.00	hr	67.50
5/13/2013	Meeting-Client	CCC meeting in Pittsfield and preparation	0.5	135.00	hr	67.50
7/26/2013	Phone calls - Cl...	planning for fall workshop	0.5	135.00	hr	67.50
8/9/2013	Admin-Office	investigate travel options for coming site mtgs	0.25	25.00	hr	6.25
8/12/2013	Admin - Client	research of travel	0.5	25.00	hr	12.50
8/13/2013	Research-Project	research for fall workshop/presentation	0.5	135.00	hr	67.50
8/19/2013	Admin - Client	revising travel for additional meeting	0.25	25.00	hr	6.25
8/19/2013	Research-Project	research for fall workshop/presentation	1	135.00	hr	135.00
8/21/2013	Research-Project	research for fall workshop/presentation	0.5	135.00	hr	67.50
8/28/2013	Admin - Client	review of work done to date and preparation/sending of invoice and/or related docs	0.25	25.00	hr	6.25
8/26/2013	Meeting-Client	office meeting: discuss opposition to EPA cleanup	0.17	60.00	hr	10.20

Total	\$780.70	Payments/Credits	\$0.00	Invoice Balance Due	\$780.70
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Customer Total Balance Due \$780.70

BERKSHIRE RECORD

P.O. BOX 868
GREAT BARRINGTON, MA 01230
413-528-5380 | berkinvoice@bcn.net

STATEMENT

10/24/13

PAYMENT TERMS: Net 30 days

Housatonic River Initiative
Tim Grev

(b) (6)

Advertiser code: HRVI

Your sales representative is:
Record's House Accts.

Date	Page	Invoice #	Description	Amount	Payment	Balance
09/20/13		R 84372	Display Ad - 2 Col. x 5" Stop the DUMPS ad	90.00		90.00
			Service charge on past-due balance of \$90.00 → \$			1.35
			BALANCE DUE → \$			91.35

Tearsheets sent on issue dates

Prev. Bal. + New Charges - Pmts. & Credits = Balance Due				
90.00 +	1.35 -	0.00 =	91.35	
Current	30 Days	60 Days	90 Days	120+ Days
1.35	90.00	0.00	0.00	0.00

Paid HRVI

(b) (6)

91.35
NOV 2, 2013

Invoice 34

October 24, 2013

Tim Gray
Housatonic River Initiative
PO box 321
Lenoxdale, MA 01242

#10

Dear Tim:

This invoice constitutes unbilled work for May 10th through October 1st, 2013 focused on preparations, including library research and preparation of a PowerPoint presentation, for two community events. A trip originally set for May 2013 was rescheduled, allowing for a trip that included two events: a community workshop and Citizens Coordinating Council Meeting in September (9/17 and 9/18, respectively). Library/document research and analysis included various topics, focusing on the existing remediation plan, including cleanup/remediation technologies and analysis of the impacts of stable populations of contaminated fish and animals within an ecosystem. Correspondence and social media were also utilized in order to inform the public and encourage participation, awareness, and education. Associated administrative costs are also included.

<u>Personnel</u>		<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Peter L. deFur	Technical Advisor, Scientist	19.50	135.00	2,632.50
Laura Williams	Senior Environmental Scientist	6.84	60.00	410.40
Leslie Schafer	Research Assistant	4.25	34.00	144.50
Shana Moore	Office Manager	3.59	25.00	89.75
Jeff Anderson	Intern	0.00	18.00	0.00
Direct				\$3,277.15
Expenses:				\$532.43

TOTAL

\$3,809.58

Please make check payable to Environmental Stewardship Concepts, LLC, EIN 27-2575936

I certify that the expenses and fees charged in this invoice were incurred in the course of work on the HRI cleanup project.

Peter L. deFur

Peter L. deFur, Ph.D.

October 24, 2013

Environmental Stewardship Concepts, LLC**Split Expense-Detail**

Whenever practical and appropriate, ESC, LLC works to reduce total client costs and increase efficiency by sharing travel expenses among multiple projects in a given area.

Below is a detailed breakdown for the September invoice #34, which includes a small cancellation cost for a rescheduled May trip, expense is split 50% to each client (HRI and Dewey). It also includes a 9/17-9/19 trip with hotel expenses split 50% to each client, food charged to respective projects by day (9/17 and 9/18 to HRI; 9/19 to Hudson), and airfare and remaining expenses charged proportionally to each project (2/3 to HRI and 1/3 to Hudson).

Expense Detail	Expense Cost	HRI portion	Dewey Portion
Train	\$202.50	\$101.25	\$101.25
Credit, less Cancellation cost	(\$195.03)	(\$97.52)	(\$97.52)
	\$7.47	\$3.73	\$3.73

Expense Detail	Expense Cost	HRI portion	Hudson Portion
Airfare	\$359.60	\$179.80	\$179.80
hotel	\$332.86	\$166.43	\$166.43
toll-9/17	\$0.85	\$0.85	\$0.00
meals-9/17-grove	\$3.73	\$3.73	\$0.00
meal 9/17-caribou coffee	\$2.26	\$2.26	\$0.00
meals-9/17-panera	\$8.20	\$8.20	\$0.00
meals-9/19-silks saratoga	\$18.11	\$0.00	\$18.11
meals-9/19-airport	\$5.11	\$0.00	\$5.11
toll-9/19	\$0.85	\$0.00	\$0.85
meal-9/19-anvil inn	\$16.60	\$0.00	\$16.60
rental car	\$154.53	\$103.02	\$51.51
gas for rental car	\$29.59	\$19.74	\$9.86
taxi (to airport)	\$67.00	\$44.67	\$22.33
	\$999.29	\$528.70	\$470.61

Total Direct Expenses Invoiced

\$532.43

However, project and appropriate ES&C LLC works to ensure that client costs are increased slightly by sharing travel expenses among the projects in a given

Below is a detailed breakdown for the Department's travel costs (which includes a travel cost for a rescheduled day trip, expenses to return to each client's and Denver). It also includes a \$1000 fee for a night in a hotel for each client food charged to respective projects by day (10/17 and 10/18 in 2017). (10/17 and 10/18) and other miscellaneous expenses: state project, from 10/17 to 10/18 and 10/19 to 10/20.

Project	Travel	Food	Hotel	Other	Total
10/17	100.00	100.00	100.00	100.00	400.00
10/18	100.00	100.00	100.00	100.00	400.00
10/19	100.00	100.00	100.00	100.00	400.00
10/20	100.00	100.00	100.00	100.00	400.00
10/21	100.00	100.00	100.00	100.00	400.00
10/22	100.00	100.00	100.00	100.00	400.00
10/23	100.00	100.00	100.00	100.00	400.00
10/24	100.00	100.00	100.00	100.00	400.00
10/25	100.00	100.00	100.00	100.00	400.00
10/26	100.00	100.00	100.00	100.00	400.00
10/27	100.00	100.00	100.00	100.00	400.00
10/28	100.00	100.00	100.00	100.00	400.00
10/29	100.00	100.00	100.00	100.00	400.00
10/30	100.00	100.00	100.00	100.00	400.00
10/31	100.00	100.00	100.00	100.00	400.00
11/01	100.00	100.00	100.00	100.00	400.00
11/02	100.00	100.00	100.00	100.00	400.00
11/03	100.00	100.00	100.00	100.00	400.00
11/04	100.00	100.00	100.00	100.00	400.00
11/05	100.00	100.00	100.00	100.00	400.00
11/06	100.00	100.00	100.00	100.00	400.00
11/07	100.00	100.00	100.00	100.00	400.00
11/08	100.00	100.00	100.00	100.00	400.00
11/09	100.00	100.00	100.00	100.00	400.00
11/10	100.00	100.00	100.00	100.00	400.00
11/11	100.00	100.00	100.00	100.00	400.00
11/12	100.00	100.00	100.00	100.00	400.00
11/13	100.00	100.00	100.00	100.00	400.00
11/14	100.00	100.00	100.00	100.00	400.00
11/15	100.00	100.00	100.00	100.00	400.00
11/16	100.00	100.00	100.00	100.00	400.00
11/17	100.00	100.00	100.00	100.00	400.00
11/18	100.00	100.00	100.00	100.00	400.00
11/19	100.00	100.00	100.00	100.00	400.00
11/20	100.00	100.00	100.00	100.00	400.00
11/21	100.00	100.00	100.00	100.00	400.00
11/22	100.00	100.00	100.00	100.00	400.00
11/23	100.00	100.00	100.00	100.00	400.00
11/24	100.00	100.00	100.00	100.00	400.00
11/25	100.00	100.00	100.00	100.00	400.00
11/26	100.00	100.00	100.00	100.00	400.00
11/27	100.00	100.00	100.00	100.00	400.00
11/28	100.00	100.00	100.00	100.00	400.00
11/29	100.00	100.00	100.00	100.00	400.00
11/30	100.00	100.00	100.00	100.00	400.00
12/01	100.00	100.00	100.00	100.00	400.00
12/02	100.00	100.00	100.00	100.00	400.00
12/03	100.00	100.00	100.00	100.00	400.00
12/04	100.00	100.00	100.00	100.00	400.00
12/05	100.00	100.00	100.00	100.00	400.00
12/06	100.00	100.00	100.00	100.00	400.00
12/07	100.00	100.00	100.00	100.00	400.00
12/08	100.00	100.00	100.00	100.00	400.00
12/09	100.00	100.00	100.00	100.00	400.00
12/10	100.00	100.00	100.00	100.00	400.00
12/11	100.00	100.00	100.00	100.00	400.00
12/12	100.00	100.00	100.00	100.00	400.00
12/13	100.00	100.00	100.00	100.00	400.00
12/14	100.00	100.00	100.00	100.00	400.00
12/15	100.00	100.00	100.00	100.00	400.00
12/16	100.00	100.00	100.00	100.00	400.00
12/17	100.00	100.00	100.00	100.00	400.00
12/18	100.00	100.00	100.00	100.00	400.00
12/19	100.00	100.00	100.00	100.00	400.00
12/20	100.00	100.00	100.00	100.00	400.00
12/21	100.00	100.00	100.00	100.00	400.00
12/22	100.00	100.00	100.00	100.00	400.00
12/23	100.00	100.00	100.00	100.00	400.00
12/24	100.00	100.00	100.00	100.00	400.00
12/25	100.00	100.00	100.00	100.00	400.00
12/26	100.00	100.00	100.00	100.00	400.00
12/27	100.00	100.00	100.00	100.00	400.00
12/28	100.00	100.00	100.00	100.00	400.00
12/29	100.00	100.00	100.00	100.00	400.00
12/30	100.00	100.00	100.00	100.00	400.00
12/31	100.00	100.00	100.00	100.00	400.00

Total Direct Expenses Division



Memorandum

To: Tim Gray
From: Peter deFur, ESC, LLC
Re: September Invoice 34
Date: October 24, 2013

For the period of May 10th through October 1st, 2013 ESC conducted literature research and prepared for two community meetings. A trip originally considered for a May workshop was rescheduled, allowing for a more targeted trip that included a community workshop on September 17 and Citizens Coordinating Council Meeting on September 18. Literature research and analysis focused on the remediation plan that EPA summarized in 2012, based on the CMS that GE had submitted to EPA. The work on remediation included cleanup/remediation technologies and analysis of the impacts of stable populations of contaminated fish and animals within an ecosystem. The presentation materials and a related ESC, LLC literature research on PCB toxicology were disseminated electronically and written correspondence to related parties in order to encourage public and governmental participation, awareness, and education. Associated administrative tasks included project planning, travel planning, correspondence, and invoice/support materials.

The presentation on September 17th included an analysis of the 2012 cleanup/CMS summary that EPA had prepared and disseminated. This presentation gave an update on progress with that effort, and what is known about the various components of that cleanup. That presentation is posted on the ESC, LLC website and was submitted previously to HRI.

The September trip was combined with attendance at another community meeting for a different site visit on the Hudson River cleanup. ESC, LLC also serves as the TAG advisor to Hudson River Sloop Clearwater on the Hudson River PCB dredging project and attends the CAG meeting as needed. On this occasion, the Hudson CAG meeting was 9/19. Thus, the Housatonic River project shared travel expenses with the Hudson River trip and reduced the costs for travel. The division of expenses is as follows:

- Airfare: 50% split per client project
- Hotel: 1 night for each project
- Rental car and misc.: 2/3 charged to HRI for Housatonic R project; 1/3 charged to Hudson R. Sloop Clearwater for Hudson R project
- Food: charged to respective projects for each day, 9/17 and 9/18 to HRI; 9/19 to Clearwater

Environmental Stewardship Concepts

1006 Pump Road
Suite 200
Henrico, VA 23238

Phone # (804) 741-2922

pdefur@estewards.com

Fax # (804) 741-2922

www.estewards.com

Invoice

Date Issued	Invoice #
10/2/2013	34

Bill To

Tim Gray
Housatonic River Initiative
P.O. Box 321
Lenoxdale, MA 01242

Serviced	Item Code	Description	Quantity	Price Each	U/M	Amount
9/4/2013	Admin - Client	finalize travel arrangements for 9/17-9/19 trip	0.25	25.00	hr	6.25
9/13/2013	Research-Project	talking with Peter about ppt, research on contaminants left on site to prepare ppt for meeting	1.5	34.00	hr	51.00
9/13/2013	Report Writing	prepare the materials for meeting next week	3	135.00	hr	405.00
9/13/2013	Report Review	review Final Amendment to the Restoration Plan, make notes and comments	5	60.00	hr	300.00
9/16/2013	Research	finishing ppt for mtg	1.25	34.00	hr	42.50
9/16/2013	Research	researching PCB landfills for P's presentation	1.5	34.00	hr	51.00
9/16/2013	Admin - Client	tracking and research to assure timely arrival for 9/17 and 18th mtg dates	0.25	25.00	hr	6.25
9/16/2013	Report Writing	preparation, Client meetings, attendance and delivery of presentation for Tuesday and Wednesday Community/CCC Meetings	4	135.00	hr	540.00
9/16/2013	Meeting-Client	office meeting: project update	0.17	60.00	hr	10.20
9/17/2013	Admin - Client	tracking and research to assure timely arrival for 9/17 and 18th mtg dates	0.25	25.00	hr	6.25
9/17/2013	Report Writing	preparation, Client meetings, attendance and delivery of presentation for Tuesday and Wednesday Community/CCC Meetings	7	135.00	hr	945.00
9/18/2013	Admin - Client	use of website and social media to drive attendance and attention to CCC mtg and presentations	0.5	25.00	hr	12.50
9/18/2013	Report Writing	preparation, Client meetings, attendance and delivery of presentation for Tuesday and Wednesday Community/CCC Meetings	5	135.00	hr	675.00
9/18/2013	Meeting-Client	Peter phone call: debriefed about HRI meeting	0.17	60.00	hr	10.20
9/19/2013	Admin - Client	use of website and social media to drive attendance and attention to CCC mtg and presentations	0.25	25.00	hr	6.25
9/19/2013	Report Writing	Client debrief, RE: Tuesday and Wednesday Community/CCC Meetings	0.5	135.00	hr	67.50
9/19/2013	Review-Project	Read articles on HRI meeting	1	60.00	hr	60.00
9/19/2013	Meeting-Client	Peter phone call: debriefed about HRI meeting	0.25	60.00	hr	15.00
9/23/2013	Meeting-Client	office meeting: project update	0.25	60.00	hr	15.00
9/24/2013	Admin - Client	general correspondence to client and EPA	0.17	25.00	hr	4.25
9/25/2013	Admin - Client	reviewing work to date, travel expenses, preparing invoice and monthly report materials	0.75	25.00	hr	18.75
9/26/2013	Admin - Client	general correspondence to client and EPA	0.17	25.00	hr	4.25
Total		Payments/Credits	Invoice Balance Due			

Environmental Stewardship Concepts**Invoice**

1006 Pump Road
Suite 200
Henrico, VA 23238

Phone # (804) 741-2922

pdefur@estewards.com

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www.estewards.com

Date Issued	Invoice #
10/2/2013	34

Bill To

Tim Gray
Housatonic River Initiative
P.O. Box 321
Lenoxdale, MA 01242

Serviced	Item Code	Description	Quantity	Price Each	U/M	Amount
9/26/2013	Admin - Client	reviewing work to date, travel expenses, preparing invoice and monthly report materials	0.5	25.00	hr	12.50
10/1/2013	Admin - Client	review of work to date, preparation of monthly reports/invoicing	0.5	25.00	hr	12.50
	Reimb Group					
5/10/2013		train reservations for dewey and HRI		101.25		101.25
5/14/2013		travel for dewey and HRI-Cancelled		-97.52		-97.52
8/26/2013		HRI/Hudson Sept 2013 trip-air (2/1 split)		179.80		179.80
9/18/2013		HRI/Hudson Sept 2013 trip-(1 night each)-hotel		166.43		166.43
9/18/2013		HRI/Hudson Sept 2013 trip-toll		0.85		0.85
9/18/2013		HRI/Hudson Sept 2013 trip-meals-9/17 the grove		3.73		3.73
9/18/2013		HRI/Hudson Sept 2013 trip-meals-9/17-caribou coffee		2.26		2.26
9/18/2013		HRI/Hudson Sept 2013 trip-meals-9/17 panera		8.20		8.20
9/19/2013		HRI/Hudson Sept 2013 trip-(2/1 split)-rental car		103.02		103.02
9/19/2013		HRI/Hudson Sept 2013 trip-(2/1 split)-gas for rental car		19.74		19.74
9/20/2013		HRI/Hudson Sept 2013 trip-(2/1 split)-taxi		44.67		44.67
		Total Reimbursable Expenses				532.43
Total		\$3,809.58	Payments/Credits		\$0.00	Invoice Balance Due \$3,809.58

READWEB.CO

PO Box 137

Lenox, MA 01240

413-637-4602

February 5, 2013

Housatonic River Initiative
houstatonic-river.com

Repair website on server

Balance Due \$200.00

HL

Paid
HRI

(b) (6)

2/18/13

Shewack, Robert

From: Shewack, Robert
Sent: Tuesday, December 17, 2013 1:00 PM
To: (b) (6)
Subject: Attachments included
Attachments: SF-270_number_11.pdf; DeFur_travel_invoices.pdf

Tim-

Sorry, I forgot to include the attachments to the prior email.

Thanks-

Robert Shewack
EPA New England, Region I
5 Post Office Square, Suite 100
Mail Code: OSRR01-5
Boston, MA 02109-3912
(tel) 617-918-1428
(fax) 617-918-0428

From: Shewack, Robert
Sent: Tuesday, December 17, 2013 12:59 PM
To: (b) (6)
Subject: Needed signature and one questioned cost

Tim-

I hope everything is going well! The request for reimbursement #11 (\$10,815.12) is still undergoing review. In the meantime, I was wondering if you could sign the attached SF-270 form in block #13, scan it and email it back to me at your earliest convenience.

Also, our grants office had some issues with the \$104.81 meal expense submitted by Peter DeFur. They mentioned two specific issues with the receipt:

- a.) The \$8.00 expense for alcohol cannot be reimbursed with a Federal grant.
- b.) The detailed expenses for the meal show that the meal was not for just Peter DeFur. They requested that he itemize which of the items he would like reimbursement for under the TAG (the grant can only reimburse for his meals.)

The invoices, etc. are still undergoing review here but I wanted to pass along these couple items as they were brought to my attention.

Thanks again-

Robert Shewack
EPA New England, Region I
5 Post Office Square, Suite 100
Mail Code: OSRR01-5
Boston, MA 02109-3912
(tel) 617-918-1428
(fax) 617-918-0428